



**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS
AUDIT EXAMINATION OF THE
SHELBY COUNTY
SHERIFF'S SETTLEMENT - 2001 TAXES**

May 7, 2002

**EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS
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EXECUTIVE SUMMARY
AUDIT EXAMINATION OF THE
SHELBY COUNTY
SHERIFF'S SETTLEMENT - 2001 TAXES

May 7, 2002

The Auditor of Public Accounts has completed the audit of the Sheriff's Settlement - 2001 Taxes for Shelby County Sheriff as of May 7, 2002. We have issued an unqualified opinion on the financial statement taken as a whole. Based upon the audit work performed, the financial statement is presented fairly in all material respects.

Financial Condition:

The Sheriff collected net taxes of \$17,762,868 for the districts for 2001 taxes. The Sheriff distributed taxes of \$17,297,566 to the districts for 2001 Taxes.

Deposits:

The sheriff's deposits were insured and collateralized by bank securities or bonds.

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EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky

Honorable Paul E. Patton, Governor
T. Kevin Flanery, Secretary
Finance and Administration Cabinet
Dana Mayton, Secretary, Revenue Cabinet
Honorable Bobby Stratton, Shelby County Judge/Executive
Honorable Harold Tingle, Shelby County Sheriff
Members of the Shelby County Fiscal Court

Independent Auditor's Report

We have audited the Shelby County Sheriff's Settlement - 2001 Taxes as of May 7, 2002. This tax settlement is the responsibility of the Shelby County Sheriff. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Sheriff's office prepares the financial statement on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the Shelby County Sheriff's taxes charged, credited, and paid as of May 7, 2002, in conformity with the modified cash basis of accounting.

To the People of Kentucky
Honorable Paul E. Patton, Governor
T. Kevin Flanery, Secretary
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Dana Mayton, Secretary, Revenue Cabinet
Honorable Bobby Stratton, Shelby County Judge/Executive
Honorable Harold Tingle, Shelby County Sheriff
Members of the Shelby County Fiscal Court

In accordance with Government Auditing Standards, we have also issued our report dated August 15, 2002, on our consideration of the Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a stylized flourish at the end.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
August 15, 2002

SHELBY COUNTY
HAROLD TINGLE, SHERIFF
SHERIFF'S SETTLEMENT - 2001 TAXES

May 7, 2002

<u>Charges</u>	Special			
	<u>County Taxes</u>	<u>Taxing Districts</u>	<u>School Taxes</u>	<u>State Taxes</u>
Real Estate	\$ 1,744,434	\$ 2,680,140	\$ 9,067,871	\$ 2,137,813
Tangible Personal Property	140,020	88,966	646,244	727,571
Intangible Personal Property				165,404
Taxes Increased Through Erroneous				
Assessments	401	401	2,070	492
Franchise Corporation	139,971	159,974	670,081	
Additional Billings	1,582	2,579	8,135	2,310
Penalties	8,761	13,127	45,187	12,000
Adjusted to Sheriff's Receipt	(1)	(4)	(1)	1
Gross Chargeable to Sheriff	<u>\$ 2,035,168</u>	<u>\$ 2,945,183</u>	<u>\$ 10,439,587</u>	<u>\$ 3,045,591</u>
<u>Credits</u>				
Exonerations	\$ 8,272	\$ 10,769	\$ 42,722	\$ 13,479
Discounts	28,023	40,987	144,310	45,710
Delinquents:				
Real Estate	39,246	55,579	204,010	48,086
Tangible Personal Property	1,902	1,209	8,779	5,415
Intangible Personal Property				4,163
Total Credits	<u>\$ 77,443</u>	<u>\$ 108,544</u>	<u>\$ 399,821</u>	<u>\$ 116,853</u>
Net Tax Yield	\$ 1,957,725	\$ 2,836,639	\$ 10,039,766	\$ 2,928,738
Less: Commissions *	<u>83,491</u>	<u>90,755</u>	<u>150,597</u>	<u>124,759</u>
Net Taxes Due	\$ 1,874,234	\$ 2,745,884	\$ 9,889,169	\$ 2,803,979
Taxes Paid	1,872,424	2,743,120	9,880,626	2,801,396
Refunds (Current and Prior Year)	<u>1,781</u>	<u>2,482</u>	<u>8,444</u>	<u>2,591</u>
Due Districts or (Refund Due Sheriff)		**		
as of Completion of Fieldwork	<u>\$ 29</u>	<u>\$ 282</u>	<u>\$ 99</u>	<u>\$ (8)</u>

* and ** See Page 4

SHELBY COUNTY
 HAROLD TINGLE, SHERIFF
 SHERIFF'S SETTLEMENT - 2001 TAXES
 May 7, 2002
 (Continued)

* Commissions:

10% on	\$	10,000
4.25% on	\$	6,796,105
1.5% on	\$	10,039,766
1% on	\$	916,997

** Special Taxing Districts:

Library District	\$	8
Landfill District		9
Health District		8
Extension District		5
Shelby Suburban Fire District		8
Simpsonville Fire District		12
Ballardsville Fire District		228
Bagdad Fire District		4
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Due Districts or (Refund Due Sheriff)	\$	<u>282</u>
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SHELBY COUNTY
NOTES TO FINANCIAL STATEMENT

May 7, 2002

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a modified cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met, and as of May 7, 2002, the Sheriff's deposits were fully insured or collateralized at a 100% level with collateral of either pledged securities held by the Sheriff's agent in the Sheriff's name, or provided surety bond which named the Sheriff as beneficiary/obligee on the bond.

SHELBY COUNTY
NOTES TO FINANCIAL STATEMENT
May 7, 2002
(Continued)

Note 3. Tax Collection Period

The real and personal property tax assessments were levied as of January 1, 2001. Property taxes were billed to finance governmental services for the year ended June 30, 2002. Liens are effective when the tax bills become delinquent. The collection period for these assessments was September 28, 2001 through April 13, 2002.

Note 4. Interest Income

The Shelby County Sheriff earned \$15,423 as interest income on 2001 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Note 5. Sheriff's 10% Add-On Fee

The Shelby County Sheriff collected \$52,791 of 10% add-on fees allowed by KRS 134.430(3). This amount will be used to operate the Sheriff's office.

Note 6. Advertising Costs And Fees

The Shelby County Sheriff collected \$453 of advertising costs and \$1,990 of advertising fees allowed by KRS 424.330(1) and KRS 134.440(2). The Sheriff distributed the advertising costs to the county as required by statute, and the advertising fees will be used to operate the Sheriff's office.

Note 7. Unrefundable Duplicate Payments And Unexplained Receipts Should Be Escrowed

The Sheriff should deposit any unrefundable duplicate payments and unexplained receipts in an interest-bearing account. According to KRS 393.110, the Sheriff should properly report annually to the Treasury Department any unclaimed moneys. After seven years, if the funds have not been claimed, the funds should be submitted to the Kentucky State Treasurer. For the 2001 taxes, the Sheriff had \$2,633 in unrefundable duplicate payments and unexplained receipts.

REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS

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Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards

We have audited the Shelby County Sheriff's Settlement - 2001 Taxes as of May 7, 2002, and have issued our report thereon dated August 15, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Shelby County Sheriff's Settlement - 2001 Taxes as of May 7, 2002 is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Shelby County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses.

Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards
(Continued)

Internal Control Over Financial Reporting (Continued)

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than the specified party.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a horizontal line extending from the end of the signature.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
August 15, 2002

